



Natural Resources Conservation Service
6013 Lakeside Blvd.
Indianapolis, IN 46278

November 3, 2006

INDIANA BULLETIN NO. 300-7-4

SUBJECT: LTP – Planning Guidance for Conservation Reserve Program Signup 32 Re-Enrollments and Extensions for Contracts Expiring in 2008 -2010.

Purpose: To distribute the planning requirements for Conservation Reserve Program Signups 32 Re-Enrollments and Extensions for Contracts Expiring in 2008 -2010

Expiration Date: September 30, 2007.

Action Required By: November 30, 2006

NRCS Indiana has the responsibility to complete the Conservation Planning requirements for Conservation Reserve Program (CRP) Signup 32 Re-Enrollments and Extensions (REX)-2. In fiscal year 2006, NRCS Indiana completed the planning requirements for the Signup 32 REX contracts that expire in 2007; in fiscal year 2007, NRCS will complete the planning requirements for Signup 32 REX contracts that expire in 2008 – 2010. The workload associated with these additional Signup 32 contracts will be significant for several Indiana counties.

To ensure that NRCS completes the planning requirements by the deadlines established at the national level, a CRP Toolkit Template system similar to the one used for contracts expiring in 2007 will be used.

To minimize sending these large files to all employees, all of the necessary files needed to run the templates along with instructions will be sent to the Resource Management Specialists in each area for distribution to the field staff who will need them.

NOTE: National Notice CRP-537 prohibits CRP Managed Haying/Grazing from April 1 to August 1, for all CRP contracts approved on or after September 26, 2006. This change in the nesting/brood-rearing dates applies only to CRP Managed Haying/Grazing. The CRP REX-2 Toolkit Template and other materials have been changed to accommodate this change. The nesting/brood-rearing dates for CRP Maintenance and CRP Mid Contract Management activities have not changed (March 1 – July 15).

Please adhere to the following Signup-specific guidance to ensure we are able to meet NRCS requirements for CRP planning. Please deliver the following documents to FSA as soon as they are completed, but no later than **November 30, 2006** (refer to the attached “2008-2010 REX Step-By-Step Process” for additional information):

Signup 32 - Re-Enrollments and Extensions (REX)-2; 2008 - 2010:

NRCS will deliver the first **2 items** (AD-1155 or NRCS-CPA-1155 + REX-2 Program Job Sheet) to the CRP Participant and **all 3 items** (AD-1155 or NRCS-CPA-1155 + REX-2 Program Job Sheet + NRCS-CPA-52) to FSA for each Signup 32 (2008 – 2010) offer, by the established deadlines for **Re-Enrollments only** (CRP Extensions do not require NRCS assistance):

1. **AD-1155 or NRCS-CPA-1155** (generated from the CRP Toolkit Template).

Helping People Help the Land

An Equal Opportunity Provider and Employer

- a. **NRCS will schedule practices in the Toolkit Template System using the eFOTG practice codes and narratives that correspond with the CP practices and acres that FSA provides on the CRP-2.**
 - i. Participants who wish to change their offer (as specified on the *CRP-2* such as adding/deleting practices, changing offered acres, etc.) **should be directed to FSA** to request the change.
 1. If the requested change is approved, FSA will issue NRCS a new *CRP-2*.
 - ii. Mid Contract Management activities will be scheduled for non-forestry practices only using the Electronic Field Office Technical Guide (eFOTG) practice 647 (Early Successional Habitat Development/Management), narrative 3301.
 1. See the '*CRP Mid Contract Management Guidance – Indiana*' for additional information (issued with a joint memo on June 9, 2006).
 - iii. NRCS will collect the CRP participants' signature(s) and Soil and Water Conservation District Board's signature prior to delivering to FSA.
2. A **CRP REX Program Job Sheet** that provides the details needed to maintain the practice according to the FOTG standards and CRP policy, and the options available for Mid Contract Management.
 - a. **NRCS will not complete site visits to complete the planning requirements for Signup 32 offers.**
3. **Environmental Evaluation (NRCS-CPA-052)**.
 - Existing environmental information in the current plan and the case file can be used. NRCS can initial and re-date the existing NRCS-CPA-052, where all of the CRP practices remain unchanged and a review indicates no change from the existing form.
 - If there is no NRCS-CPA-052 then one must be completed.

Note that the AD-1155 & 1156 forms are changing to the NRCS-CPA-1155 & 1156 forms. This change has been made in ProTracts and will be forthcoming in Toolkit in the near future. Either form for this CRP REX plan process will be valid.

If you have any questions about the CRP Toolkit Template System, please contact Bruce Milligan, Resource Conservationist at (317) 290-3200, ext. 347 or Shannon Zezula, State Resource Conservationist at (317) 290-3200, ext. 388. For questions about CRP policy, please contact Harold Thompson, Assistant State Conservationist – Programs at (317) 290-3200, ext. 320.

/s/

JANE E. HARDISTY
State Conservationist

Attachment

cc: Doug Hovermale, Program Specialist, FSA, Indianapolis, IN
Gail Peas, Program Specialist, FSA, Indianapolis, IN